



**DRAFT
PLANNING & COMMUNITY
DEVELOPMENT COMMITTEE**

**MAY 10, 2010
MINUTES**

I. CALL TO ORDER

Chair Lynn Norman called the meeting to order at 5:00 p.m. in Annex Conference Room 1 located on the second floor of One Main Building, 1 East Main Street, Auburn, WA. Committee members present were: Chair Lynn Norman, Vice Chair Nancy Backus and Member Rich Wagner.

Staff members present included: Mayor Pete Lewis, Interim Planning Director Kevin Snyder, Planning Manager Elizabeth Chamberlain, Planner Stuart Wagner, Parks, Arts & Recreation Director Daryl Faber, Cemetery Supervisor Craig Hudson, and Planning Secretary Renee Tobias.

Audience members present included: Michael R. Hassen, Laura Moser, Burr L. Mosby, Rosella Mosby, John McKenna, Wayne Osborne, Kathleen Keator, Lee A. Michaelis and Robert Whale.

II. ANNOUNCEMENTS AND AGENDA MODIFICATIONS

There were no announcements or agenda modifications.

III. CONSENT AGENDA

A. Minutes – April 26, 2010

B. Joint Meeting Minutes – April 26, 2010

Member Backus moved and Member Wagner seconded to approve the Consent Agenda as presented.

MOTION CARRIED UNANIMOUSLY 3-0

IV. ACTION

A. Ordinance No. 6308

Staff noted that the Committee discussed this topic at their April 26, 2010 meeting, giving full support of the amendments to ACC Section 19.04.070.A.9. The amendments would authorize the continued exemption for the imposition and collection of traffic impact fees within the Downtown Catalyst Area until June 30, 2012. Council's previous approvals of the traffic impact fee exemption for the Downtown Catalyst Area were based on its determination that promoting economic development in this area is a benefit to the City.

Member Backus moved and Member Wagner seconded to forward Ordinance No. 6308 to full Council for approval.

MOTION CARRIED UNANIMOUSLY 3-0

V. DISCUSSION**A. Parks & Recreation Board Update**

Parks, Arts and Recreation Department Director Daryl Faber reported that the Board is comprised of a variety of citizens who are already active in the Parks & Recreation system. Mr. Faber introduced Michael Hassen, Parks & Recreation Board chair who provided an update on the Board's accomplishments in the past year.

The highlights of the Board's accomplishments include the following:

- Developed Smoke-Free Parks policy in an effort to limit tobacco from active area of parks and trails
- Auburn was one of three Washington cities to receive the distinction of "Playful City".
- Assisted with design elements for the Barrier Free Playground that is currently under construction and should be opened by Kids Day.
- Discussed Interurban trail connection and City Bike Trail routes with Sumner and other communities.
- The first public meeting will be held on May 18, 2010 to receive input from Lea Hill residents on what they want for their community park as part of the Green River Community College land swap.
- Modified policies related to the Pea Patch/Community Gardens; plots were split in half, allowing for more citizen participation. Participants are allowed to rent 2 plots.
- Future activities for the Board include the Jacobsen Tree Farm Park and Lea Hill/Green River Community College park projects.

The Committee expressed appreciation for the Board's accomplishments during the past year.

B. Ordinance No. 6306 – Amendments to ACC 2.72.180

Cemetery Supervisor Craig Hudson stated that current code allows for one urn to be placed with an existing occupied plot. The cemetery has received many requests from the public to place a second urn in one plot in order to keep families together. The amendments to ACC 2.72.180 will allow two urns to be placed with an occupied plot.

The Committee had no questions for Mr. Hudson and expressed support of the proposed amendments.

C. Mosby Farms

Representatives of the Mosby Farms were invited to join the Committee at the table and introductions were made: Burr Mosby, Rosella Mosby, John McKenna, and Lee A. Michaelis.

Planner Stuart Wagner referred Committee to documentation as distributed in the agenda packet. Mosby Farms, which is currently located at 12747 SE Green Valley Road, would like to expand their farming operations with a new farm stand together with greenhouses and gardens located along Highway 18 just within Auburn city limits (near the Black Diamond Road exit). In addition to an expansion of agricultural uses there, they would like to eventually introduce new uses such as a winery,

espresso stand, as well as provide an educational component that will teach school age children about farming and gardening practices as well as healthy eating.

After a review of the zoning code, staff categorized the proposal as Agri-tourism, which would not be allowed outright in the Residential Conservancy (RC) Zoning District. Without a primary residence each of the agricultural uses listed in the "Permitted Use Table" such as a roadside stand, commercial greenhouses, and farm related buildings would not be allowed. Furthermore, the zoning code only allows a roadside stand 300 square feet or less in size, which is too small for what they want to do on their property.

Staff has worked with Mosby Farms to open the expanded farming operations this summer under a temporary use permit. A longer plan would require a Comprehensive Plan Text Amendment along with a Zoning Code Text Amendment. The Comprehensive Plan Text Amendment would propose new goals and policies relating to the RC zoning district and the Zoning Code Text amendment will address the requirement that all agricultural uses be secondary to a single family residence, expand the size requirement of the roadside stand, as well as introduce new uses to the zone. Staff reviewed the time table and process for such amendments and confirmed for the Committee that a public hearing would be heard.

The Committee is supportive of the proposed project. After discussion of possible zoning code changes and Comprehensive Plan text/map amendments, Committee asked staff to return with recommendations on ways to address Agri-tourism proposals as an overlay zone to potentially allow other projects in the future.

D. Auburn Downtown Association

Planning Manager Elizabeth Chamberlain reminded the Committee that the summary of the Business Improvement Area (BIA) and how it relates to the Auburn Downtown Association (ADA) was presented at their April 26, 2010 meeting. The ADA is the organization contracted to administer the BIA that was formed in 1988 and represents downtown businesses.

The ADA is comprised of 13 board member positions which include a representative from the Chamber and a City ex-officio non-voting position, currently held by Ms. Chamberlain. The ADA prepares a budget and annual report that is submitted to the Committee of Ratepayers and the City. Further, the ADA conducts activities pursuant to the five areas authorized by Ordinance 4293.

Kathleen Keator, Executive Director of the ADA, provided an update on the current status and accomplishments of the ADA. The ADA board is growing, committees are being revitalized, and communication with Ratepayers is increasing. Ms. Keator and two board members will attend the Annual Downtown Revitalization May 19-21, 2010 in Port Townsend.

Some of the key accomplishments and future goals of the ADA include the following.

- The new ADA website, www.aubundt.org, provides information on upcoming events and allows downtown businesses to add "hot deals" for their business.
- Working on developing a business directory for BIA business owners.

- A Parking Task Force has been developed to look at the current City parking map, identify the changes made to the map in the past years and discussion with businesses to identify their needs and concerns.
- A goal for the ADA is to become a small business economic support resource for current and new businesses.

The Committee expressed appreciation and support for the changes being made to the ADA.

E. Ordinance No. 6309 – Amendments to ACC 5.10.030, ACC 5.10.050, ACC 5.15.020 and ACC 5.20.030

Through customer feedback and staff review, staff has identified needed changes to the business license program specified in ACC Title 5 – Business Licenses and Registrations. The proposed changes will provide improved and enhanced customer service, which include:

- Modification of the current renewal period – changing from July 1 to June 30 to January 1 to December 31 – to correspond to business fiscal accounting periods.
- Clarification of code compliance procedures for business licenses to clarify for customers and staff the opportunities to obtain code compliance prior to business license revocation;
- Specification of the need to demonstrate compliance with all applicable city regulations and standards specified in the Auburn City Code.

For the 2010 calendar year only, business license renewal period would be for July 1, 2010 to December 31, 2010 with the renewal fee at one-half of the normally required fee. This would assist in the transition to a calendar year business license program beginning in 2011. All affected businesses will be notified of this in the renewal notification to be sent out in mid June 2010.

No changes to the BIA specific business licensing program would be made. Staff will work with the Auburn Downtown Association and affected BIA member businesses to ensure that all of their issues and concerns have been discussed prior to any future policy action by the City Council. Staff will brief the Committee at a future date following this coordination effort.

Interim Planning Director Kevin Snyder fielded several questions asked by Committee. The Committee was supportive of this Ordinance and provided feedback for further amendments to Title 5.

F. PCDC Matrix

Committee reviewed the PCDC Status Matrix and provided direction to staff.

G. Other Information

- a. Mayor Lewis updated the Committee on the King County changes to the animal control contract, noting that this item would come before them at their May 24, 2010 meeting.

- b. Interim Planning Director Kevin Snyder distributed copies of the Substitute Senate Bill 6544 – Approval of Plats – Extension of Time. This Bill changes the time limitation for approval of preliminary plats from 5 years to 7 years for applications submitted after June 10, 2010. Mr. Snyder reported that the Bill would require a change in City's code which will occur through the normal text amendment process which includes a public hearing before Planning Commission and review and consideration by the Committee and City Council.

VI. ADJOURNMENT

There being no further business to come before the Planning and Community Development Committee, Chair Norman adjourned the meeting at 6:11 p.m.

APPROVED THIS _____ DAY OF _____.

Lynn Norman, Chair

Renee S. Tobias, Planning Secretary